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ENGINEERING SERVICES FOR RURAL ROADS REHABILITATION (ES3R) CONTRACT NO: EDH-I-00-08-00023

MONTHLY PROGRESS REPORT – JULY 2014

10 August 2014

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10 August 2014

The views expressed in this publication do not necessarily reflect the views of the United States Agency for International Development or the United States Government. This report was prepared for the U.S. Agency for International Development. It was prepared by CDM International, Engineering Services Rural Roads Rehabilitation (ES3R)

Acronyms

A & E	Architect and Engineer
BoQ	Bills of Quantity
COP	Chief of Party
COR	Contracting Officer Representative
EMMP	Environmental Mitigation and Monitoring Plan
ES	Environmental Specialist
ESMMP	Environmental & Social Mitigation & Monitoring Plan
ES3R	Engineering Services for Rural Roads Rehabilitation
ETL	Engineering Team Leader
FED	Food and Enterprise Development
FTF	Feed the Future
FTL	Field Team Leader
F2M	Farm to Market
F2MRR	Farm to Market Road Rehabilitation
GIS	Geographic Information System
GOL	Government of Liberia
LESSP	Liberia Energy Sector Support Project
LMWP	Liberia Municipal Water Project
MOF	Ministry of Finance
MPEA	Ministry of Planning and Economic Affairs
MPW	Ministry of Public Works
OCA	Organizational Capacity Assessment
PIRS	Performance Indicator Results Sheet
RE	Resident Engineer
SI	Site Inspector
USAID	United States Agency for International Development

ENGINEERING SERVICES FOR RURAL ROADS REHABILITATION (ES3R)

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1. SUMMARY PROJECT DESCRIPTION

1.1 Introduction

The U. S. Agency for International Development's (USAID) 'Engineering Services for Rural Roads Rehabilitation (ES3R)' was awarded to Camp Dresser McKee International (CDM) under the following USAID contract number: EDH-I-00-08-00023 and task order AID-669-TO-13-00002 which records the period of performance as 8 October 2013 to 20 October 2015.

Liberia's Farm to Market Rural Roads (F2MRR) activity is allied to the objectives of the Feed the Future (FTF) initiative, which is a U.S. government initiative, which aims to address the root causes of global hunger by sustainably increasing agricultural productivity. F2MRR will provide infrastructure investment in the rehabilitation of rural farm-to-market roads to support the following:

- USAID /Liberia FTF program Food and Enterprise Development (FED),
- Capacity development for routine maintenance systems within the Government of Liberia (GOL),
- Capacity development of Ministry of Public Works (MPW) rural roads engineers and local A & E firms,
- Development of alternative low volume road pavement pilot projects, standards and design specifications.

1.2 Objectives

Within F2MRR, ES3R will be an implementing mechanism which will undertake the following objectives:

Objective 1:

Provide construction oversight for three (3) local contracts for the rehabilitation of a total of 83.5 kilometers farm-to-market roads in Bong, Lofa, and Nimba counties from 2013 to 2015.

Objective 2:

Produce engineering designs and construction documents for the 450 kilometers farm-to-market roads in Bong, Lofa, Nimba, and Grand Bassa counties to be rehabilitated in 2015 to 2018.

Objective 3:

Training and pre-qualification of five (5) local architect-engineer firms capable of providing oversight for road rehabilitation activities by 2015.

This monthly progress report presented in respect of the project, covers the progress of the works for the period from 1 July 2014 to 31 July 2014. In addition, the report details the status and approach to project challenges and presents a work schedule for the forthcoming month.

2. JULY 2014 OVERVIEW

Preamble

During July 2014, the majority of logistical work was completed however; accommodation is still being finalized at county locations.

2.1 July Highlights Summary

The table included hereafter provides a summary of the project highlights:

JULY 2014		
Date	Description	Comment
1 July	Depart Monrovia for up country visit	ETL to Nimba/Bong
1 July	ETL meets FTL's in Gbangra and Ganta	Bong & Nimba
2 July	Visit to Nimba roads sites	Two roads
2 July	Site meeting with 21 st Century	Meeting at Payee
2 July	Nimba Superintendent attends site meeting	Visit sites also
3 July	ETL visits Bong county roads	Site visit
3 July	Site meeting with Westwood	Gbenequelle
3 July	Meeting with Jackson Paye, Dep. Min. MPW	Briefing by COP
3 July	Meeting (general COP) with L-MEP	Mamba Point
3 July	Advice of survey equipment arrival at ROB	Agent advice
4 July	Survey equipment at airport – duty required	Tax Cert in place
6 July	ETL travels to Ganta	With Nimba RE
8 July	Weekly Meeting with USAID	ES3R Office
9 July	ETL travels to Ganta (after return to Monrovia)	Computer stolen
10 July	Survey consignment retrieved from ROB airport	Week after arrival
10 July	Site survey by ETL for bridges in Zoaplay	Survey 10 & 11 July
12 July	ETL return to Monrovia via Gbangra	ETL meet with FTL
14 July	Design environmental guidelines received	K Menzer provides

14 July	Cardno representatives to ES3R office	Internal discussions
15 July	Technical Coordination meeting with MPW	USAID/ES3R
18 July	Quarterly Progress Report submitted to USAID	Y1 Q3 Report
19 July	COR visit to field team on Nimba roads survey	COR Nimba visit
20 July	ETL and FTL Nimba travel from Monrovia to site	Travel to Nimba
21 July	S Dotson commence in Monrovia office	LP visit and act COP
21 July	Coordination meeting for all teams & staff	Meet in Ganta
21 July	Lead practitioner review on project	COP/LP in Monrovia
22 July	ETL return to Monrovia	ETL & Driver
23 July	Coordination download COP/LP/ETL	ES3R Office
23 July	Weekly Meeting with USAID	COR/COP/LP/ETL
24 July	COP commence leave – departs Monrovia	COP leave period
28 July	Project Staff Meeting	Monrovia
31 July	Contractor meeting with Project Team and COR	Held in Monrovia

Items of note specifically related to the progression of project objectives include:

- Field Visits to Counties Sites
- Project Deliverables and Documentation
- Commencement of design services on July 1

2.2 Details of Highlights

2.2.1 Field Visits to Counties Sites

Field Visit 1 – 4 July 2014 (ETL Visit)

1 July 2014: Bong / Nimba

- Meeting with FTL Bong in Gbangra
- Meetings with FTL's Nimba and Lofa

2 July 2014: Nimba

- Travel to Payee for site meeting with 21st Century
- Meet up with County and Deputy Superintendents
- Discussions on integration in Nimba with FTL's Nimba and Lofa
- Discussions on Productivity and detailed design

3 July 2014: Bong / Nimba

- Travel to Bong road sites – visit Janyea and Molly's Town
- Site progress meeting in Gbanequelle
- Technical discussions with FTL & RE bong
- Return to Ganta – discussions on bridges with FTL's

4 July 2014:

- A discussion on logistics with FTL's prior to return to Monrovia with field vehicle for repairs.

Field Visit 7 – 12 July 2014 (ETL Visit)

7 July 2014: Bong / Nimba

- Meeting with FTL Bong in Gbangra
- Continue to Ganta – meet with FTL Lofa for discussions re: environmental component for design

8 July 2014: Return to Monrovia (temporary)

- Trip interrupted with computer being stolen (in Ganta)
- Review of logistics in Monrovia and meet with COP / COR

9 July 2014: Travel to Nimba

- Preparations for Zoaplay surveys
- Travel to Saclepea

10 July 2014: Nimba

- Meet with FTL Lofa at bridge site
- Familiarize with road link and commence site survey

11 July 2014: Nimba

- Complete survey of bridge site
- Return to Ganta

12 July 2014: Nimba / Bong

- Discussion with RE Nimba re: bridges in Nimba/Grand Bassa
- Return to Monrovia via Gbangra
- Meet FTL Bong for technical discussions (BoQ & productivity)

Field Visit 20 – 22 July 2014 (ETL Visit)

20 July 2014: Bong

- Journey from Monrovia to Gbarnga
- Meeting with FTL Bong
- Journey to Ganta

21 July 2014: Nimba

- Meeting with Field Team Leaders Bong/Lofa/ Nimba
- Discussion regarding Culvert Design and survey
- Discussion regarding earthwork specifications
- Review of contractor progress

22 July 2014: Nimba

- Finance and Admin discussion
- Journey to Monrovia

2.2.2 Project Deliverables and Documentation

Country Clearance / Travel Request

A request for country clearance / travel was made for S Dotson (Lead Practitioner CDM) to visit Liberia for LP visit from 20 July, and as acting COP during a short leave period of COP from 24 July 2014.

Quarterly Progress Report

The Quarterly Progress Report for Y1 Q3 was submitted to USAID on 18 July 2014.

Progress Meetings with USAID

Progress meetings have been continued with USAID COR in Monrovia as and when appropriate, since it is often the case that meetings are scheduled in the field when the parties are involved in site visits.

Meetings were held at ES3R offices on 8 July and 23 July 2014.

A ES3R Coordination meeting was held on 22 July 2014 in Ganta which was attended by all field team staff ETL and USAID COR.

Country Clearance

A request for country clearance was made for D O'Neil (Senior Project Manager, Cardno) for an ES3R project related visit to Liberia for two days in mid-July.

3. PROJECT OBJECTIVES PROGRESS

3.1 Objective 1 – Construction Oversight

The general progress of each of the contracts as of the end of July 2014 is as follows:

Bong:

Overall assessed percentage completion: 27%

Percentage time elapsed: 34%

Gbenquelleh – Janyea Road: (10.5km)

Gbenquelleh – Molly Town Road: (9.5km)

Tolomai – Palala Road: (29.9km)

General Progress Statements: (all roads total 49.9km)

(June quantity followed by total percentage in brackets)

Clearing of Bush: 2.5 km (64%)

Earthworks: Reshape 7.5 km (36%)

Embankment 500 m3 (13.5%)

Culverts: Excavation 6 No (60%)

Pipe installations 13 No (38.5%)

Inlets/Outlets 8 No (29%)

Borrow sources opened: 2 new sources.

Financial: Assessed Value of Works completed \$395,687

Total Contract Value \$1,895,141.86

No Interim Certificates have been issued to date.

Nimba:

Overall assessed percentage completion: 43%

Percentage time elapsed: 34%

Bahn – Kpayee – Zuolor – Payee Road (14.4km)

Dwonwea - Zuo Lapa Road (4.1km)

Duanpea Road (2.5km)

General Progress Statements (all roads total 21km):

(June quantity followed by total percentage in brackets)

Clearing of Bush: 0.5 km (69%)

Earthworks Grade and Shape 0.5km (69%)

Embankment 1135m³ (20%)

Gravel 1.1km (5%)

Culverts: Excavation 4 No (91%)

Pipe installations 6 No (91%)

Inlets/Outlets 8 No (91%)

Borrow sources opened: 3 No

Financial:	Assessed Value of Works completed	\$312,053
	Total Contract Value	\$737,371.15
	Payments to Date	\$143,459.10
	Value of IPC2 (submitted)	\$137,388.87

Lofa:

Overall assessed percentage completion: 34.4%

Percentage time elapsed: 34%

General Progress Statements: (as per individual roads)
(June quantity followed by total percentage in brackets)

Galamai Road (2.6km)

Reshape and compact for total length complete

Gravel and compact for total length complete

Completion of culvert end structures for 3No 900 culverts

Bitijama Road (3.6km)

Gravel and compaction from start to 300m

Completion of culvert end structures for 6No 900 culverts

Cast bottom slab concrete to double cell box culvert

Barkedu – Jamulor – Moibadu Road

Clearing of bush complete (as per May 2014)

Financial:	Assessed Value of Works Completed	\$203,966
	Total Contract Value	\$592,384.35
	Payments to Date	\$ 63,248.80
	Value of IPC2 (submitted)	\$139,708.85

Lofa General Information

The construction contractor (SSF) plans to scale down works as a result of the rains. A skeletal team including a concrete team, a

maintenance team and an Engineer will be kept on the site during the full period of the rain (August to September) to continue works on an ongoing box culvert while also maintaining access on the road as is required by the contract.

SSF advised that the progress on two roads was well underway, there remaining a box culvert structure to be completed prior to temporary demobilization.

ES3R, as a result of the recent deterioration of the Ebola situation in the county, have decided to temporarily withdraw the field team from Voinjama. This position will be elaborated under the next item of this report.

3.2 Objective 2 – Design and Contract Documents

ES3R field staff devoted the month of July to design activities, specifically field survey services and processing of field data.

- Team Bong completed 17km of field survey in Bong.
- Team Nimba continued survey work in Nimba (16Km-ongoing).
- Team Lofa completed 15 km of Dounpa - Zuaplay - Gogoin Links (Nimba).

3.3 Objective 3 – Training (of A & E Firms) and Mentoring

Further advice from USAID regarding the status of the modification for which application was made is awaited accordingly.

The Field Team Leaders were involved in the mentoring of ES3R Resident Engineers as follows:

- Effectively using Dumpy Level instrument
- Imputing field data into design work page

- Analysing field data
- Using field data for design purposes
- Road detailed topographical and drainage surveys
- Road condition assessment & Intervention selection.
- Drainage structures drawing & detailing (Auto-Cad)
- Site casual labour administration and payroll preparation
- Monthly site progress report preparation

The ES3R site inspectors have been mentored on the following:

- Training and supervision of gangs
- Using the Dumpy level
- Detailed survey
- Planning and managing daily activities of gang workforce
- Preparation of meeting minutes
- Road detailed topographical and drainage surveys
- Road condition assessment & Intervention selection.
- Site casual labour administration and payroll preparation
- Daily & weekly site progress reporting
- Preparing payroll and managing casual laborer .
- Setting out and construction of the physical works in the contract
- Work site planning and management.

4. PROJECT CHALLENGES

The following items have been encountered recently which are continuing and pose challenges to the ES3R team and project:

Challenge / Issue	Mitigation / Resolution
Bridge Engineer issue.	Amendment under preparation for immediate submittal
All contractors are struggling with the design / build contract model, thus require much support in preparation of submittals.	QAC has to offer inordinate amount of support to contractors in order that compliance be achieved and progress achieved.
ES3R and USAID agreed (in discussion) that a period of 2 – 4 weeks be allocated to mentoring contractors', which period ends in early April 2014.	ES3R must strike a balance between formal mentoring with contractors' and commencing focus on preliminary road surveys.
Detailed design field survey commenced on 1 July. Available time for design documentation by deliverable date is 3.5 months.	On the basis of time available, completion of target design of 150km is a significant challenge as previously indicated. A time request extension is to be submitted in light of numerous project delays outside the control of the ES3R team.
The lack of availability of diesel fuel in both Lofa and Nimba has had a negative impact on logistics and travel plans. In addition, logistical challenges continue to be common due to limited replacement vehicles when required.	Despite contingency measures being in place, specific journeys out of county have been required to secure fuel, thus loss of productive vehicle time. A fuel supply depot is in place to assist in fuel shortage and a request for additional vehicle will be made with structural engineer.

The Ebola crisis intensified in the closing week of July requiring evacuation of Peace Corps personnel and issuance of CDC travel advisory against non-essential travel.	Intensification of project safety protocol. All teams are confined to project office with a cessation of field work where interaction with local community is causing concern among team members.
The suitability of dates for the presentation of the MCA tool and for county based presentations and workshops led to unavoidable rescheduling of dates.	Significantly extended time periods in the preparation and presentation of the prioritization workshops has incurred unexpected delays resulting in further time requirement for Y1 documentation deliverables.
Deterioration of the Ebola outbreak in Lofa county in late June gave rise to ES3R to decide to temporarily withdraw the field team from the county.	Move team to temporary accommodation in Nimba, possibly onward to Grand Bassa. Monitor the health situation in Lofa.
MPW Technical Specifications and Method of Measurement which are required to be used in the contract documentation are neither finalized nor yet field tested.	ES3R have identified that from initial assessment, the specifications and Method of Measurement will require significant refinement for inclusion in the contract documents. Further work to be undertaken by ES3R.

5. OUTLINE SCHEDULE

5.1 Work Schedule for August 2014

Given the recent intensification of the Ebola outbreak, as well as the general evacuation of Peace Corps, Samaritans Purse, and the recent CDC travel advisory, all teams have been instructed to conduct design activities in field office locations. All field activities are on hold pending further development of the situation. Design work will commence on field data currently already on hand from the prior months activities. It is estimated that the available data will likely last beyond the current month. This safety implementation is under daily review as we monitor the progression of the disease. If at such time the infection rate decreases or quarantine activities by the Government of Liberia begin to take immediate effect, then resumption of field activities could potentially resume after a risk review analysis is conducted. As the situation is still developing as this document is under preparation, schedule impacts are unknown at this time and would likely occur if the trend continues to worsen in the early few weeks of August.

Objective 1 – Construction Oversight

Construction oversight for August 2014 will follow a relatively light pattern due to the following reasons and the continuation of the Ebola crisis:

- The country is now in the rainy season with the result that the contractors either have, or are in the process of scaling down the labour, plant and equipment.
- There is a contractual obligation in each of the three contracts to maintain access on the roads under construction.

- All teams have been confined to office locations due to the risk associated during the current Ebola outbreak.

Objective 2 – Design and Contract Documents

ES3R field staff will devote the upcoming month of August to continuation of design activities, specifically in office design services and processing of procured field data. Effort will include analysis of data, initial preparation of bill of quantities, and initial drafts of construction documents. Due to the volatility of the situation, a revised schedule will be submitted as soon as the situation allows.

Objective 3 – Training (of A & E Firms) & Mentoring

The upcoming workshop schedule for the progression of objective has been finalized and will be conducted with two workshops. Workshop 1 for technical trainees will be held Sept 17, 18, and 19th. Workshop 2 for senior management leadership of the five selected AE firms will commence on Sept. 24, 25, and conclude on the 26th. The proposed schedule will allow the maximum participation by ES3R key and field personnel. The scheduled workshop will be reviewed mid-August to review the current CDC travel advisory, as well as the ongoing Ebola crisis.

The first workshop is to bring together the project team with counterparts from the five A&E Firms and the Project engineer that will be working together in the field. Participants will get an orientation to the project (what is expected in the roads program) but they will receive initial training on how to transfer skills working on the job. This will assist in identifying the tasks in front of them for the next period of time as they begin working. Candidates will also

receive an introduction to communication skills along with skill set practice.

The second workshop is the first installment on Leadership and Management for the directors and/or senior leadership. It will describe the difference between leadership and management, delegation, the performance management process and cycle, and how to motivate staff and hold them accountable. It will also introduce them to the program and clarify candidate expectations. Included in the training is a module on planning and data gathering for strategic planning, and marketing efforts. This will continue on the next workshop block with dates to be determined.

In terms of mentoring contractors, the following activities will continue:

- Application of construction best practices,
- Environmental monitoring processes.

Mentoring of RE staff will include the following activities:

- Intervention selection to achieve the best standard results at minimum cost during detailed survey and design Intervention selection to achieve the best standard results at minimum cost.
- Detailed design activities,

The mentoring of SI staff will include the following:

- Intervention selection to achieve the best standard results at minimum cost during detailed survey and design.

ENGINEERING SERVICES FOR RURAL ROADS REHABILITATION (ES3R)

ANNEX A

Trip Report

Trip Report						
Depart	1-Jul-14					
return	4-Jul-14					
		Objectives		Outputs		
Objectives	1	Review County contribution to Oct deadlines for deliverables		Ongoing not finalised awaiting outcome of COR/CS B discussions potential solution in hand		
	2	Site progress Meeting for 21st Century		Completed. COR absent without apology		
	3	Review Lofa team integration into Nimba for short term stay in Nimba		Completed FT L to support FTN then FT N and L move to GB		
	4	Site Progress meeting for Westwood Inc.		Completed - Project Manager and COR absent without apologies		
	5	Determine Scope of Bridge structures		Ongoing SOW Bridge Eng pending response from FT L, B and N		
	6	Review Oct 14 deliverable strategy		Ongoing not finalised - Advise to be based on outputs i.e. productivity to be measured and then projected with access/weather/logistics correction factors		
participants	1	J. Clarke ETL, JC				
	Trip Details					
date	key activities			Output		Action
01 July 2014 Tuesday	1	depart Monrovia 10.00				
	2	Meet with RO in Gbarnga	a	passover funds from HO for labour		

			b	Discuss 1 batch		
			c	detailed Design outputs to be reviewed when productivity is measured i.e. design to continue and productivity recorded and then projected		
	3	Continue on to Ganta				
	4	Meet with FTL for L and N		Passover finances from HO to FTL L and FTL N		
night at Ganta						
2-Jul	1	Journey to Paye				
Wednesday	2	Site Progress Meeting with 21st Century		Super and deputy superintendent in attendance		photos available
	3	Return to Ganta				
	4	Discussions on Lofa team integration into Nimba works		Lofa team to stay in Nimba But, when possible, FT L (may) return to complete 25km John's town road (15 km completed so far)		Completion of John's Town road, Lofa, TBD
	5	Discussions on productivity of detailed design		as per discussion with FTL B.		
	6					
Night at Ganta						
3-Jul						

Thursday	1	Journey to Gbarnga				
	2	Journey to Janyeah				
	3	visit Mollie road		Issue with box culvert design. Geometric configuration of wing walls inappropriate.		JC to sketch alternative to FRDM for Westward Inc.
	4	Progress meeting		Project Manager and COR do not attend		JC to contact Westwood regarding PM
	5	discussions with FTL B		Sketches needed to define BoQ items for section 2 and section 3		JC to sketch illustrations for all FTLs to comment
	5	Discussion with FTL B and RE B		General consensus on road which has already received investment in Salayea District being replaced with alternative in Salayea		FTL B and RE B suggest an alternative road in Salayea be used to replace. CS to approve on return from USA
	6	Discussions with FTL, B		Bridges within prioritized road for Bong and GB (part) to be defined	a	FTL B to provide schedule
	7	return to Ganta			b	JC to formulate Bridge Engineer SoW
	8	Discussion on Bridges in 450 km		Bridges needed in prioritized roads for Lofa, Nimba and GB (part) to be defined		JC to formulate Bridge Engineer SoW

	9	FTL N handover		FTL N goes on vacation 5-14 July		FT Lofa (Dounpa - Zooaplay) and JC (bridge on same link) to cover
Night in Ganta	10	discussion on transport logistics		Lofa Ranger to be taken to Prestige for brake issue resolution		Ranger to be returned to FTL with one drum of fuel from Monrovia
4-Jul	1	Discussion with FTL, L and FTL, N		Funds for FTL L and JC to be given by FTL, N to FTL L/RE N		
	2	Return to Monrovia				

Trip Report						
Depart	8-Jul-14					
return	12-Jul-14					
		Objectives		Outputs		
Objectives	1	Monitor development of Liberian Field Team Engineers		Monitoring Report to Follow. Concerns over RE Nimba's potential capacity to manage project after TCN leaves project.		
	2	Access need for FT coordination meeting		Meeting needed primarily on 'common approach to FR's BoQ item selection for carriageway improvements		
	3	Initiate topo survey on proposed bridge at cha 3+500 on Zoaplay road, Tappita District Nimba County		Survey completed. Full site clearing is required before proposed intervention can be finalised e.g. bridges versus box culverts		

	4	Develop FT ideas on EMMP formulation		Need to identify national outfit that is able to formulate EMMPs as they relate to flora/fauna and social aspects of EMMP		
participants	1	J. Clarke ETL, JC				
	Trip Details					
date	key activities			Output		Action
07 July 2014 Monday	1	leave Monrovia				
	2	meeting with FTL B		Initial discussion regarding use of BoQ items for c/w improvements and the need for explanatory sketches		Explanatory sketches very useful. AutoCad technician needed
	3	journey to Ganta				
	4	Issues with Environmental component		Discussions with FTL L regarding inputs for EMMP. JC to investigate further		Further understanding of Karen's outputs and PEA document required
night at Ganta						
8-Jul	1	personal computer stolen for guest house		need to return to Monrovia for backup files and replacement computer		

Tuesday	2	return to Monrovia		discuss BoQ earthworks issue		
	3	meeting with COP/COR (JC part time)				meeting with MPW scheduled for 15 July to take matter further
	4	prepare replacement computer with backup				
Night at Monrovia						
9-Jul		journey to Ganta				
Wednesday	1	meeting with Robert roadside				
	2	journey to Ganta				
	3	Prepare for Zoaplay				
	4	Journey to Saclepea				
Night in Saclepea						
10-Jul	1	Journey to Zoaplay				
Thursday	2	Meet with TLF at bridge site		discussions regarding JC info from Cardno and FTL L's living conditions etc		
	3	Journey thru prioritized road network around Zoaplay		photos available		
		start survey commences on Bridge site		extensive clearing essential prior to intervention selection		

		journey to Sacklepea				
Night at Sacklepea						
11-Jul	1	Journey to Zoaplay bridge site				
	2	Continue and finish topo survey at bridge site		Photos available for further understanding of challenges		
	3	return to Sacklepea				
	4	Journey to Ganta				
12-Jul						
Saturday	1	Meeting RE N to discuss Nimba and GB bridges				
	2	Journey to Gbarnga				
	3	Discussion with FTLB	1	Meeting needed with FTs on BoQ concurrence. To be after JBK returns		tentative date 18 July at Ganta
			2	Output productivity. FTL B suggests 2km/week		To be included in work schedule with major caviats
			3	Westwood performance is suffering because of internal conflict		Urgent need to discuss WC site management issues
	4	Journey to Monrovia				

Trip Report							
Depart	20-Jul-14						
return	22-Jul-14						
		Objectives		Outputs			
Objectives	1	Field Teams Coordination meeting	1	agreement on measurement for clearing and grubbing			
	2		2	agreement on measurement for earthworks			
	3		3	agreement on measurement for pipe culverts			
	4		4	conclude on design lengths in Nimba and Grand Bassa			
	5		5	discussion on arrangements for deployment to Grand Bassa -			
	6						
participants	1	J. Clarke ETL, JC					
	Trip Details						
date	key activities			Output		Action	
20 July 2014 Sunday	1	Journey from Monrovia to Gbarnga					
	2	meet with FTL B	2.1	Discussion on coordination meeting 21 July			
	3	Journey to Ganta					
night at Ganta							
21-Jul		Coordination meeting FTB,L & N					
Monday							
	1	discussion on section 2 clearing and grubbing	1.1	specification requires elaboration		1.1.1	spec to be clarified

						1.1.2	FRDM drawings to be added to
	2	discussion on culvert design	2.1	FRDM does not have general arrangement indicating storm water drainage details		2.1.1	drawings to be added for general arrangement
			2.2	FRDM does not have culvert long section		2.2.1	Drawings required for typical long section thru culvert
			2.3	FRDM drawings for Box Culverts very limited		2.3.1	Detailed drawings required for each box culvert
	3	discussion on culvert survey	3.1	survey requires longitudinal survey along all existing water courses		3.1.1	survey to include up and down stream profile
			3.2	detailed survey required at each box culvert survey		3.2.1	Detailed topo survey required at each box culvert location
	4	discussion on section 3 earthworks . FR Spec has two options					
	4.1	discussion on 'cut to fill' option	4.1	Too technical for Contractors and MPW		4.1.1	do not use this option

	4.2	discussion on re grading re shaping option	4.2.	Most suited to current capacity of contractors and MPW engineers	4.2.1	spec to be modified
					4.2.2	drawings to be added
		Discussion on Contractor progress				
	5	Westwood Inc., Bong 27% complete	5.1	Progress slow due to lack of consumable resources. Site management arrangement still remains problematic and adversely impacts progress	5.1.1	GM for Westwood Inc. returned to Liberia with anticipated improvements
			5.2	Contractor remains without quality Control Engineer	5.2.1	Future contracts to include 'Approval to Proceed' requests from Contractor. This processes will be the responsibility of the QC Officer
			5.3	Contractor's first measurement was undertaken last week. Details of the agreed measurement elements are now with Contractor's Project Manager. Percentage completion will be available the measurement certificate is submitted to USAID/QAC	5.3.1	WI to submit final measurement certificate to USAID

	6	SSF, Lofa as for last month	6.1	Contractor is larley stagnant. It is understood that the Contractor is experiencing major financial difficulties			
	7	21st Century, Nimba 40% complete	7.1	Contractor is experiencing major cash flow constraints. At time of writing its workforce have not received pay for 3 months. Contractor is also suffering from repeated and lengthy equipment breakdowns. Contractor is waiting for a Contract modification regarding a bridge and culverts. This is also impairing its ability to maintain access along all 3 road links.			
		Team Movements					
	8	Team Bong	8.1	Completed 17km of field survey			
			8.1	Remain Bong based, completing 50km +. i.e. Felela - Jarwuta (8.6km), Nyan - Moto (10km), (Gbondoi - Garnla (17.3km) + one more (TBD)			
			8.2	Obetia is on leave from 28 July until 11th August. JC to cover for him in his absence			
	9	Team Nimba	9.1	Surveys Garwonpa - Fleedin 11.7km then Fleedin Nyonkiayee 15.1km			
			9.2	Move to GB late August			

	10	Team Lofa	10.1	Completed 15 km of Dounpa - Zuaplay - Gogein Links			
			10.2	Finish balance 6 km of above link			
Night at Ganta			10.3	Move to GB early August			
22-Jul							
Tuesday	1	Finance and Admin Sis		Payment for ODSA to all Sis			
	2	Journey to Monrovia					
Night in Monrovia							